



Event Title: April Board Meeting Minutes

Date: Tuesday, April 14, 2020

Time: 9:30 am – 11:00 am

Location: Virtual WebEx Meeting

- I. Call to Order @ 9:46 am
 - Motioned by Ranelle, Second by Sally
 - Members in attendance: Sue Dickens, Natasha Krentz, Sara Ovist, DeAnna Lilienthal, Ranelle Brown, Sally Anderson
 - Members absent: Chris Johnson (excused), Kevin Clark
 - Guests: none

- II. Check-In
 - Spring Conference Update:
 - i. most speakers have agreed to come next year
 - May Session - Online
 - i. Potential Speaker: Andrew Yassi
 - ii. Sue to follow up with Kevin to confirm

- III. Board Transitions and Election Plans
 - New Potential Board Members: Susan McKinney
 - Only positions that need to be elected need to be on the ballot: President-Elect, Secretary. We should include a note about the open appointed positions.
 - Current Board Plan for 2020/2021:
 - i. Board Chair: Sue Dickens
 - ii. President: Sally Anderson
 - iii. President-Elect: (open)
 - iv. Treasurer: DeAnna Lilienthal
 - v. Treasurer Assistant: (open)
 - vi. Secretary: (open) (Natasha will continue until new Secretary is found.)
 - vii. Programming: (open) (and need committee members)
 - viii. Membership: Kevin Clark
 - ix. Business Relations: Ranelle Brown
 - x. Education: Sara Ovist
 - xi. Webmaster: Chris Johnson
 - xii. Member-At-Large: Natasha Krentz, Kristine Haugslund, Susan McKinney
 - Logistics Discussed:
 - i. Sally to send an election notice communication to members.
 - ii. Sally to send solicitation email to other lists for non-elected positions.
 - iii. Sally to confirm who to be on the ballot.
 - iv. Ballot to be created via Survey Monkey by DeAnna.
 - v. Link to be put into a Constant Contact email and sent out by Sally.
 - Timeline Discussed:
 - i. Notice to members sent out by April 17th
 - ii. Ballot sent out by May 1st – voting open thru May 11th



IV.

Other Topics:

- MHIMA Update (Ranelle):
 - i. Cancelled.
 - ii. Most speakers agreed to do a recorded session that will be sent to attendees.
 - iii. Vendors posted on their Facebook and webpage.
- April 9th Multi-Chapter Meeting (Sally):
 - i. All chapters are having trouble finding people to plan the programming.
 - ii. All chapters are having issues with maintaining chapters: declining membership, in-person attendance, more virtual meetings, less total meetings.
 - iii. Tips on recruiting members: look for national members who are not local chapter members, search LinkedIn, reach out to companies who use to have members.
- Sheridan Story (Ranelle):
 - i. \$375 collected so far.
 - ii. Request: Let's close this out now and then advertise them via website and email.
 - iii. Motion to close out and send check by: Natasha Krentz, seconded by Ranelle Brown.
 - iv. Sue to create DAV paperwork and send to DeAnna Lilienthal.
 - v. Motion to add \$125 to the donation from Chapter funds by: Natasha Krentz, second by Ranelle Brown. Vote: unanimously approved.

V. Future Business

- Topics for May Board Meeting
 - i. Update: Twin Cities ARMA - 60th Anniversary in 2021

VIII. Meeting Adjourned @ 10:34 am

- Motion to adjourn made by: Ranelle Brown
- Seconded by: Natasha Krentz
- Vote: unanimously approved